



## **Library Board Annual Report **DRAFT****

Prepared by Kira Peters, Library Director on 1/26/22

Approved by the Library Board on XX/XX/XXXX.

Web Site Address: [www.ScottsdaleAZ.gov/boards/library-board](http://www.ScottsdaleAZ.gov/boards/library-board)

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**Number of Meetings Held: 10**

**Public Comments: 0**

### **Major Topics of Discussion / Action Taken:**

#### **January 20, 2021**

- Friends of Library Update
- 2020 Annual Report – Approved
- Library Material Home Delivery Program Update
- Nomination of Officers for 2021

#### **February 17, 2021**

- Election of Officers for 2021
- 2020 Annual Report - Approved
- Discussion of Library Board Chair Term - Approved
- Quarterly Report
- Library Material Home Delivery Program Policy Update - Approved
- Library Board Orientation

#### **March 17, 2021**

- Draft Scottsdale General Plan 2035
- Adult Literacy Programming
- State Library Report Overview
- Library Conduct Policy Update – Approved
- Library Programming and Outreach Regarding Fine-Free Library

#### **April 21, 2021**

- Discuss Rio Montana Library Services
- Strategic Plan Policy Progress Update
- Library Board Member Branch Liaison Discussion

#### **May 19, 2021**

- Celebrate Scottsdale Organizations Plan
- Review of Bond Project 1. Replace Aging Infrastructure and Improve Public and Event Spaces ON Civic Center Plaza
- Kanopy Service Details
- Summer Reading Program Launch Update

#### **June 16, 2021**

- Budget Presentation
- Library Collection Development Report
- Expanding Library Services Discussion

#### **September 22, 2021**

- Scottsdale Public Library Fiscal Year 2020-2021 Review
- Board Acceptance of Rassner Funds - Approved
- Library Policies and the Library Board Discussion
- Expanding Library Services Plans

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**October 20, 2021**

- The Friends of Library Update
- Working with the Friends of Library Discussion
- Expanding Library Services Update
- Mustang Library Branch Update
- Library Resources and Utilization Metrics

**November 17, 2021**

- Fine-Free Resolution Meaning and Impacts - Approved | Letter to Council Recommended
- Proposed Library Board Bylaws Change
- Safety in Public Library Update
- Library Board 2022 Calendar
- Appaloosa Library Branch Update
- Library Director Position Update
- Library Board Branch Liaison Discussion

**December 15, 2021**

- Revised Bylaws Vote – Approved
- Restoration of Library Budget Resources – Letter to Council - Approved
- 22/23 Decision Package Process and Status Update
- Annual Report Update and Discussion

**Current Member Attendance:**

<b>Member Name</b>	<b>Title</b>	<b>Present</b>	<b>Absent</b>	<b>Recused</b>	<b>Service Dates</b>
Shiela Reyman	Chairperson	10	0	0	January 2020 – December 2021
Janet Smigielski	Vice Chairperson	10	0	0	January 2020 – December 2021
Sheila Collins	Board Member	8	2	0	January 2020 – December 2021
Sam Campana	Board Member	8	2	0	October 2020 – December 2021
Freda Hartman	Board Member	10	0	0	August 2020 – December 2021
Fred Klein	Board Member	10	0	0	October 2020 – December 2021
Marna McLendon	Board Member	10	0	0	January 2020 – December 2021

**Subcommittees:** None**Ethics Training:** Yes – January 2021**Selected Officers:** Yes – January 2021**Reviewed Bylaws/City Code:** No

**Anticipated Key Issues:** Anticipated key issues for the library are as follows:

- Keeping public and staff safe while working during a pandemic specifically as the library system returns to full operations within person programming, facility rentals and events.
- Monitoring and evaluating library service amidst the COVID-19 pandemic with attention to how the pandemic impacts the library, staffing and service to the public.
- Anticipate continued challenges relative to people experiencing homelessness.
- To maintain a strong focus on library use metrics, circulation stats and working to increase library card holder registrations and library use.
- Ensuring the library effectively markets to the community so all know about the resources/programs, Fine Free status, and services available.
- Library Branch maintenance and safety.

**Future Significant Work Projects:**

- Completion of CIP Story Time/Sky Room project March 2022 and getting programming back in the youth area as well as relocating staff back to workspace.
- Planning for programming on the new Scottsdale Civic Center Mall space project to be completed by the end of 2023.
- Activating satellite library services at Rio Montana to include Pony Express access.
- Launching the 2023-2026 Strategic Plan Community survey.
- Reinstating an annual signature Library event such as Ultimate Play Date or Card Holder Concert

**Upcoming Opportunities, Challenges, or Outcomes:**

- Promoting the library and providing library service through outreach efforts
- Focus on how the library can continue to use and potentially expand the use of technology to stream line and improve patron services.
- Library staff will continue to look for grants to support library system priorities such as the library materials vending machine and hold-it lockers.
- Managing the challenge of space demand in the library system
- Focus on the opportunity to develop staff at all levels
- The library would like to secure a library material vending machine and hold it lockers to serve the community 24/7 outside of a library branch.

**Additional Comments/ Recommendation(s) to the City Council:**

**Report Approved on:**